

Site Allocations & Policies Development Plan Document

Local Development Framework

King's Lynn & West Norfolk



**your views, your vision...
help us to plan your future.**

Region

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1 Preface

1.1 The Borough Council wants to involve you in considering how land in the Borough might be developed in the future and would also like you to help us to identify land or buildings that you think could be developed or put to a different use. We are keen to ensure it has a full picture of local community issues relating to land in your area and wants to hear from people and organisations across the Borough, as well as from landowners and the development industry.

1.2 This is an important opportunity to suggest land and/or buildings where change could take place. Your suggestions could be in any part of the Borough and the sites do not need to be within your ownership or control.

1.3 Sites put forward and their suggested uses will be assessed and considered for inclusion in the Site Specific Policies and Allocations Development Plan Document. A consultation draft of the Site Specific Policies and Allocations Development Plan Document is expected to be published in early 2010.

1.4 The document also seeks your views on the site assessment criteria, issues around development boundaries and the methodology for sustainability appraisal. The document explains how you can respond to the call for sites and comment on the other issues.

1.5 Thank you for taking the time to read the document and we look forward to receiving your comments.



Councillor Vivienne Spikings

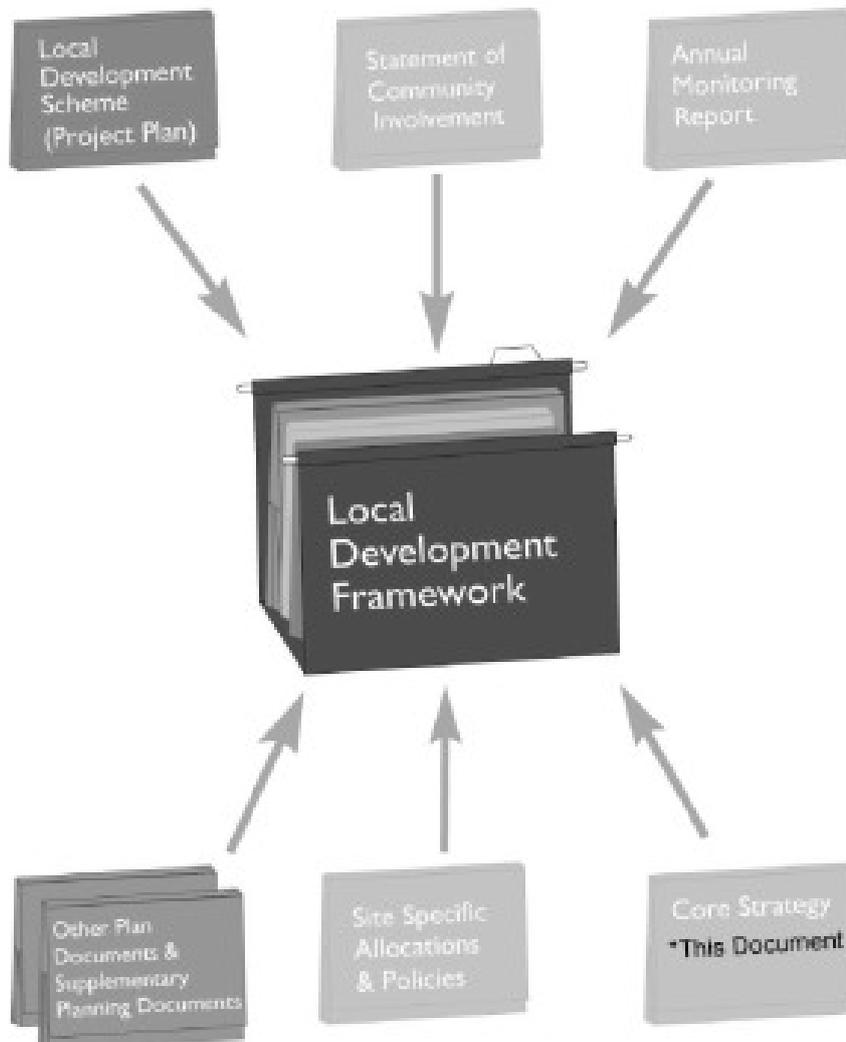
Cabinet Member for Development

2 Introduction

Local Development Framework

2.1 The Borough of King's Lynn & West Norfolk Council is preparing a new type of plan that will replace the adopted King's Lynn & West Norfolk Local Plan. This will be called a Local Development Framework and will set out the way that the district can be developed and protected over the coming 15 years. The Local Development Framework contains a number of individual documents as shown in the diagram below.

Components of the Local Development Framework (LDF)



2.2 These documents set out different aspects of the Council's policies for meeting the social and economic needs of the local community that have an impact on the use of land. They are prepared at different times. These are:

- Development Plan Documents:
 - Core Strategy
 - Site Specific Allocations Proposals Map
- Supplementary Planning Documents (SPDs)
- Statement of Community Involvement (SCI)
- Local Development Scheme (LDS)
- Annual Monitoring Report (AMR)

2.3 Further information on these documents is provided on the Council's website (www.west-norfolk.gov.uk).

2.4 The key Development Plan Document is the Core Strategy. All the other Development Plan Documents and Supplementary Planning Documents must conform with the policies set out in the Core Strategy. In essence, that document provides the link between the Kings Lynn and West Norfolk Community Strategy and the detailed planning policies within the Development Plan Documents and Supplementary Planning Documents. The Core Strategy reflects the vision and objectives of the Community Strategy and the Council's own corporate strategies, and develops spatial planning policies to help deliver those aspirations.

Preparation of the Site Specific Allocations & Policies Development Plan Document

2.5 The Site Specific Allocations & Policies Development Plan Document (hereafter referred to as the "**Site Specific Plan**") will set out details for specific geographical planning policies. As well as seeking to ensure a supply of land for housing development the document will address:

- Employment and the supply of land.
- Retailing and land for development or redevelopment.
- Redefining environmental areas like conservation areas or green spaces.
- Town centres.
- Site or area specific issues.
- Village settlement boundaries that set out exactly where development is allowed.

2.6 All Development Plan Documents follow a similar preparation process. We envisage the following stages for the preparation of this Site Specific Plan (We are currently at Stage 1a):

1. A) Consultation on the Scope of the Plan Document and a Call for Sites (this document)
B) Consultation (Development of Options)
2. Submission Process
3. Examination
4. Adoption

2.7 Stages 2 and 3 will incorporate a 6-week consultation period, during which time consultees, stakeholders and other interested parties, including the general public, have an opportunity to comment on the documents.

2.8 This is Stage 1 the “Consultation on the Scope of the Plan Document and a Call for Sites”. The current stage i.e. the first point of consultation will form the first point in taking forward the discussions as to what are the key issues of a more detailed site specific nature across the Borough. All suggested sites will be publicised and you will be given the opportunity to comment. Under the new planning legislation, the Government has made it clear that sites should be identified early in the planning process so that they can be subject to the views of the community and all stakeholders then properly tested through the process of sustainability appraisal. We want to give all participants in the planning process the opportunity to make their views known at an early stage.

2.9 The Council will take these views into account when drafting the next stage of this document for consultation. You are invited to comment on this document further details are provided in the consultation section.

3 Relationship to the Sustainability Community Strategy & other LDF Documents

Sustainable Community Strategy

3.1 The community strategy sets a shared vision for the future of the Borough. It has been written by the local strategic partnership – the West Norfolk Partnership – made up of public, private, voluntary and community organisations. The Core Strategy and other plans (like this one) are the main documents for delivering the spatial and land use elements of the community strategy.

Core Strategy

3.2 The key Development Plan Document is the Core Strategy which sets out the broad strategic policies for development within the Borough. Other planning documents we prepare must conform with the policies set out in it. The Core Strategy is currently being prepared.

You have recently had the opportunity to comment upon the content of a Regulation 25 consultation Core Strategy document. The feedback received from this consultation is currently being analysed. The Regulation 25 Core Strategy document can be viewed on the Council's website or at the Council Offices and the Borough's libraries.

3.3 The policy principles set out in the consultation version of the Core Strategy on which sustainable development will be achieved in Kings Lynn and West Norfolk include:

3.4 Our Vision for the Future – Taken from the Regulation 25 Core Strategy Consultation Version.

Our Vision for the Future

Statement 1

People will want to be part of the success story that is West Norfolk, drawn here to live, work, invest and visit.

In 2030...

1. West Norfolk enjoys an unparalleled balance between quality of life and quality of opportunity with people drawn to the area to take advantage of this

Economy

We want to help people of all ages improve their skills and qualifications, and help raise their aspirations. We want to help people become entrepreneurs and benefit from the growing knowledge economy. We want to be a place where professional people want to live and work.

In 2030...

2. King's Lynn's reputation as a great place to live and work has spread across the country and reflects its regional importance
3. West Norfolk has a thriving economy with local employment opportunities
4. all young people succeed in school with raised aspirations
5. all adults in West Norfolk have the opportunity to develop their skills or learn new ones throughout their lives
6. West Norfolk is among the premier short-break destinations in the country tourism based on its historical, cultural and environmental offer

Society

We want to help reduce inequality wherever it exists. We want to make sure that people have good quality housing and local facilities, we want to help people deal with social change and ensure that a growing economy brings higher wages and an improved quality of life.

In 2030...

7. all communities in West Norfolk are strong, cohesive and safe
8. everyone living and working in West Norfolk receives quality services that meet their needs
9. residents of West Norfolk are active and engaged in their communities, helping to identify and respond to local needs
10. housing in West Norfolk will be focused on 'brownfield' land in sustainable towns and villages and be targeted towards local demand
11. All people in West Norfolk are active and healthy

Environment

We want to safeguard our justifiably famous natural and historic environment, at the same time making sustainability a central principle to our vision. We want to build connections with other local and regional economies, reduce reliance on the car, and prepare ourselves for the challenges of climate change.

In 2030...

12. West Norfolk has undergone regeneration and growth that complements its high quality historical and natural inheritance
13. communities in West Norfolk benefit from quality public spaces and parks with access to the coast and countryside that make the area special
14. West Norfolk is meeting the challenges of climate change
15. people will be less reliant on the motor car to access places and services
16. West Norfolk still feels like somewhere unique in its own right, based on its own local distinctiveness.

The Vision for towns and places

King's Lynn will be an urban centre of regional significance.

Population of the town will grow from 41,500 to 50,000 by 2021 in accordance with the Growth Point status

The overarching vision is to secure:-

- A high standard of design in buildings and in the public realm, particularly in the major heritage asset of the central area.
- Measures to reduce or mitigate carbon emissions
- A focus on brownfield land within the existing urban area.
- Mitigation of the risk of tidal flooding and fluvial flooding through the provision of effective defences and the design of new developments in lower lying areas.

Downham Market will be a key local centre serving the Fens and the southern part of the Borough with the services necessary to meet the demands of a growing population. It will provide employment land and premises within, or adjacent to, the urban area to meet the needs of existing and potential new businesses.

The town's location on the King's Lynn – Cambridge – London main rail line provides opportunities for consolidating sustainable development but significant further housing growth will be resisted until the imbalance in service provision resulting from the considerable residential expansion of recent years has been redressed

Hunstanton will continue to meet the needs and expectations of those who choose to live and work in and near the town while developing its role as a seaside visitor destination.

It will be:-

- A local town, which meets the needs of residents with an expanded and improved retail core
- A town that respects its heritage whilst looking to the future.
- An environmental resort making the most of the coast's natural assets.
- An more attractive seaside destination where visitors stay longer and spend more.
- An active town expanding the existing water sports offer as a sector with all year round tourism potential.

The economy of the **rural areas** will be bolstered by a modest scale of new development, including the provision of affordable housing, in settlements which have both a range of services and which are accessible by a daily public transport service to the main urban areas.

There will be recognition of the needs of the agricultural sector, the potential for diversification into other activities and renewable energy appropriate to the specific rural location.

Accessibility to essential services will be improved.

Source: Consultation version Core Strategy February 2009

3.5 The Core Strategy must comply with over-riding national and regional planning policy. As such, the East of England Plan sets the amount of development required across the Borough from the period 2001 – 2021. In addition, national planning policy PPS3, states that authorities should plan for and be able to demonstrate a 15 year supply of housing to meet its local needs. On this basis, in the period 2008 – 2025 the Council will need to plan for the allocation of 16 200 dwellings across the Borough.

3.6 The Core Strategy also aims to establish a hierarchy of settlements for delivery of the 16 200 allocation based on each settlements current role and service provision. To establish whether a particular settlement should be allowed to grow and by how much, each settlement has been classified into one of five types on the basis of what services and facilities they have (for example, shops, access to public transport, community halls, schools, GP surgeries, post offices, pubs).

3.7 The types of settlement classification are:
Sub-Regional centre

- Main Towns
- Key Service Centres
- Rural Villages
- Smaller Villages or Hamlets

3.8 A copy of the initial settlement hierarchy contained in the consultation version of the Core Strategy can be found in **Appendix 1**.

3.9 The settlement hierarchy has an important bearing on where development may occur and at what scale throughout the towns and villages in the borough. Settlements towards the top of the hierarchy are considered more sustainable in terms of services and facilities available and will be looked to for larger growth. Settlements towards the bottom of the hierarchy have less existing facilities and are generally less sustainable and less suitable for growth. Policy 10 of the consultation version of the Core Strategy provides a table showing a proposed “Distribution of allocation (housing) in percentage terms,” across the Borough this has been included below:

Distribution of allocations in percentage terms is:

<i>Main towns - Kings Lynn / Downham Market / Hunstanton</i>	66%
<i>Kings Lynn</i>	44%
<i>Key Service Centres (x37)</i>	23%
<i>Total for Borough key settlements</i>	89%
<i>Rural Villages (x32)</i>	6%
Source: Consultation version Core Strategy February 2009	

3.10 It is important to note the strong relationship the Site Specific Plan has with the context set out in the Core Strategy objectives and policies. The Core Strategy is the guiding document which sets out the strategic level priorities/policies and the development control policies to be used in determining planning applications within the Borough. The Core Strategy is currently published at the Regulation 25 stage for consultation. The Site Specific Plan will identify and allocate land on a Proposals Map for specific land uses or policies in order to represent the vision, objectives and policies contained in the Core Strategy.

3.11 Following on from the Site Specific Plan, some proposals and allocations will require further detailed work to be undertaken. This may be in the form of a Supplementary Planning Document for an enhancement scheme or it may be a site development brief if it is for a particular large development.

4 The Sustainability Appraisal Process

4.1 The new planning system requires plans to go through a European process called Strategic Environmental Assessment (known as SEA) and a national process called Sustainability Appraisal (known as SA) which together consider the social, economic and environmental effects of a plan's proposals. This is to ensure that decisions are made explicitly consider the principles of sustainable development and that any potential adverse impacts are minimised and beneficial impacts maximised.

4.2 There is a large amount of overlap between the Strategic Environmental Assessment and sustainability appraisal processes. They have therefore been combined into one sustainability appraisal process for the assessment of the Local Development Framework.

4.3 The Sustainability Appraisal has been fully integrated into the plan making process to this point. The Local Development Framework – Sustainability Appraisal Scoping Report (November 2005) sets out the baseline data and plans and policies affecting the Local

Development Framework. The scoping report also identified sustainability issues affecting the Borough and sets out a set of sustainability objectives and indicators which all subsequent Local Development Framework Development Plan Documents will be assessed against.

4.4 The Core Strategy Regulation 25 consultation document contains a settlement hierarchy, the position of a settlement in the hierarchy is intended to inform decisions about where it is more appropriate to locate future development as such the hierarchy has a significant influence upon the Site Specific Plan. The sustainability impacts of the hierarchy have been previously assessed against the findings of the scoping report. Broadly the outcome suggests that it may be more appropriate from social, environmental and economic aspects for future development to take place in the Borough's towns and larger settlements. There could be more difficulties responding to sustainability priorities such as traffic movements and emissions associated with developing more rural locations but there may be economic and social benefits to adopting a flexible approach to employment opportunities. The policies and site allocations contained in the Site Specific Plan will be required to go through a similar process of sustainability appraisal and assessment as the Core Strategy using the established assessment framework in the scoping report. This will involve testing the policy, site assessment and the site allocations to ensure that the potential impacts are recognised and, where appropriate, enhanced, mitigated or avoided.

4.5 Formulation of the Site Specific Plan involves undertaking sustainability appraisals to help establish the most appropriate selection of sites for allocation. This entails appraisals of the site assessment criteria and the potential impacts of the different alternatives for site allocations on the sustainability of the Borough. To do this the site assessment criteria has been assessed against the following sustainability appraisal objectives and appropriate sites will themselves be assessed against the same objectives which have been produced in the scoping report:

Sustainability Appraisal Topic	Sustainability Appraisal Objectives
Land and water resources	Minimise the irreversible loss of undeveloped land and productive agricultural holdings
	Minimise waste and reduce the use of non-renewable energy sources.
	Limit water consumption to levels supportable by natural processes and storage systems
Biodiversity and geo	Avoid damage to designated sites and protected species
	Maintain and enhance the range and viability of characteristic habitats and species

Sustainability Appraisal Topic	Sustainability Appraisal Objectives
Landscape, townscape and archaeology	Avoid damage to protected sites and historic buildings
	Maintain and enhance the diversity and distinctiveness of landscape and townscape character
	Create places, spaces and buildings that work well, wear well and look good
Climate change and pollution	Reduce emissions of greenhouse gasses and other pollutants (including air, water, soil, noise, vibration and light)
	Minimise waste production and support the recycling of waste products
	Limit or reduce vulnerability to the effects of climate change (including flooding)
Healthy communities	Maintain and enhance human health
	Reduce and prevent crime, and reduce the fear of crime
	Improve the quantity and quality of publicly accessible open space
Inclusive communities	Improve the quality, range and accessibility of services and facilities (e.g. health, transport, education, training, leisure opportunities)
	Redress inequalities related to age, gender, disability, race, faith, location and income
	Ensure all groups have access to decent, appropriate and affordable housing
	Encourage and enable the active involvement of local people in community activities
Economic activity	Help people gain access to satisfying work appropriate to their skills, potential and place of residence
	Improve the efficiency, competitiveness and adaptability of the local economy
Source :Sustainability Appraisal Scoping Report (November 2005)	

4.6 In formulation of the Sustainability Appraisal report mitigation measures for alleviating adverse impacts may be proposed together with potential indicators for monitoring the plans implementation.

Question 1

Do you agree that the approach taken above to assess the sustainability of the site assessment criteria and the individual sites is an appropriate way to use the sustainability framework from the scoping report?

5 Site Specific Allocations & Policies Issues

Supply of Land for Various Purposes Suggestions for Sites

5.1 As previously mentioned the Site Specific Plan will identify sites in the Borough that are needed to accommodate the range of land uses including:

- Housing development
- Employment and the supply of land.
- Retailing and land for development or redevelopment.
- Redefining environmental areas like conservation areas or green spaces.
- Town centres.
- Site or area specific issues.

5.2 The Borough Council is inviting landowners and their agents, developers and other interested parties to put forward sites for consideration in the Site Specific Plan. Also in recent years the Council has received submissions of site representations from landowners. There are more than 950 sites which have been put to the Council as suggestions for potential development covering a range of issues such as housing, employment, and retail. These sites will be published and included in future consultations and assessments.

5.3 It should be noted that the identification of a site does not automatically mean it will be considered suitable for development.

5.4 As part of the preparation of the Site Specific Plan sites that are put forward for housing in this consultation will be assessed as part of review of the Strategic Housing Land Availability Assessment (SHLAA); this document can be viewed and downloaded from our website www.west-norfolk.gov.uk

5.5 There are a number of sites in the Borough that already have planning permission, these sites will contribute to the overall requirement for land for residential, employment and other forms of development. These will all be carried forward into the proposed submission version of the Site Specific Plan unless there is a significant change in circumstances since the granting of permission which renders a site unsuitable.

5.6 Although there has been a large number of possible development sites that have already been put to the Council by landowners, agents etc. there may well be others that we have not yet been made aware of therefore we are asking for sites to come forward.

Principles of Development

5.7 The Borough Council is keen to hear the views of all sections of the community before it develops its proposals for development in the Borough. Your views on the principles for development in the Boroughs communities are of particular importance to us. Therefore you are being consulted on basic principles of development these issues include:

- How should the infrastructure requirements be delivered for future development?
- Should all future developments encourage sustainable construction.
- How should the Council enhance the environment for biodiversity.

5.8 We will also consider any proposals you may have for allocating a particular site for development in the Borough.

Question 2

Do you have any comments relating to the basic principles for development?

Question 3

Is there any part of your community that you feel could do with an improved range of community facilities and amenities?

Could you please provide evidence of any shortfall.

Merits of Particular Sites - Site Assessment Criteria

5.9 Once a site has been suggested and registered the Council will need to assess the suitability and availability of that site and all other sites suggested. Allocation of a site for future development within the Site Specific Plan must be based upon strong evidence and at this stage there is no preference attached to any registered site.

5.10 As the Site Specific Plan progresses, the assessment will score each of the sites against a number of criteria to determine whether or not it would be appropriate for allocation. At that stage the owners/agents of the most sustainable sites may be asked for more detailed information to help the Council assess the site.

5.11 Sites that meet with the specified criteria and are the most appropriate in meeting the requirements in the Core Strategy will be taken forward into the Proposed Submission version of the document. The site assessment criteria will be based on sustainable development principles (i.e. social, economic and environmental issues). The Site Specific Plan has to be in conformity with the Core Strategy, therefore sites that are selected will have to reflect and deliver its overall strategy. This will ensure that the plan accords with the Core Strategy Vision and that the growth targets are met. Sites which are allocated will also have to conform with relevant national and regional policy that the Core Strategy does not repeat. This will be important if the submission version of the document is to be found as “sound” when examined in public. This includes matters such as impact on wildlife sites of international and national importance that are detailed in Planning Policy Statement 9 (PPS9).

5.12 Deliverability will also be a key factor as to whether a site will be allocated or not. If a site cannot be delivered then there will be no point in allocating it. Ownership and a reasonable prospect that the site will be brought forward will therefore be key considerations. The background reports for the Core Strategy, such as the Employment Land Review and the Strategic Housing Land Availability Study, will be used as part of the assessment process.

5.13 The following is an indicative list of site assessment questions against which sites can be assessed:

SITE ASSESSMENT CRITERIA
Policies
Will the allocation for development be in accordance with the strategy and policies contained within the Core Strategy?
Is the scale of the development site appropriate to the type of town/village identified in the settlement hierarchy?
Is the site on brown-field or green-field land?
Is the site well related to existing settlements?
Deliverability/Availability
Is the site deliverable? (market viability, desirability, contaminated land).
Is there any planning decision history on the site which may impact development potential?
Landform and Heritage Features
Is the height and shape of the land suitable to develop upon?

SITE ASSESSMENT CRITERIA
Will the development impact upon identified areas of heritage value?
Could the allocation for development impact upon the historic environment?
Infrastructure
Could the allocation for development impact upon the local highways network?
Is the site well related to public transport links?
Is there potential for improving other sustainable transport links? (walking, cycling etc.)
Will the allocation have an impact on infrastructure capacity including: Electricity Gas Water Drainage Sewage Schools Health Service Library/Mobile Library Community Facility (village hall, church etc.) Emergency Services Open Space (playing field, greens etc.) Allotments Sports/Leisure Provision
Can this impact on infrastructure be overcome?
Does the site have major utilities across the site?

SITE ASSESSMENT CRITERIA
Environment
Could the development allocation have an impact on European and International environmental designations? (i.e. Ramsar, SAC,SPA)
Could the development allocation impact upon other environmental designations? (e.g. SSSI, Local Nature Reserve, County Wildlife Site etc.)
Could the allocation of the site impact upon local biodiversity?
Will the development allocation have a detrimental impact on the landscape/townscape?
Flood Risk
Could the allocation for development be at risk from flooding or increase flood risk in the locality?
Does the site conform with the principles of the “sequential test” from Planning Policy Statement 25?
Could the allocation for development impact upon a ground water vulnerability zone?
Contaminated land
Is the development located on an identified contaminated land site or within 500m of a potentially contaminated site e.g. hazard zone, waste exclusion zone and minerals consultation area?
Quality of life
Will the development allocation have an impact on amenity? (e.g. overlooking, noise and light pollution).
Is the allocation for development in a location which has easy access to services?
Would the allocation for development result in a loss of accessible open space? (e.g. playing fields, play areas, amenity green space, allotments)
Does the site impact upon a public right of way or bridleway?
Proximity to Pollution
Is the site within close proximity (<1km) to an existing source of air pollution?
Will the development exacerbate air quality pollution issues?

SITE ASSESSMENT CRITERIA
Economy
Would the allocation of the site for development negatively or positively impact upon the viability and vitality of the town centre?
Would the allocation of the site for development result in a loss of employment land?
Is the site well related (within 10 km) to an existing or proposed strategic/local employment provision?
Will the development impact upon the viability of agricultural activity?

Question 4

Do you support the approach taken above to assess the suitability of individual sites?

Development Boundaries

5.14 In terms of the Settlement Hierarchy, it is only those settlements where new development is being directed which will have a Development Boundary. The Development Boundaries will facilitate and guide the location of development at these larger settlements and will be drawn up in accordance with the principles set out below.

5.15 It should be noted that Development Boundaries are a policy tool and do not necessarily reflect the full extent of the settlement. In essence they serve to differentiate between the more built up areas, where development will normally be considered acceptable, and the countryside, where development will be strictly controlled in accordance with national planning policy guidance and otherwise not permitted unless in conformity with the strategy for the countryside.

5.16 A Development Boundary will be drawn around an appropriate built form. Wherever appropriate it will follow physical features such as field boundaries, roads and footpaths.

5.17 The line will not include:

- Large residential gardens and curtilages that are on the periphery and abut both the built form and the adjoining countryside but do not abut a highway
- Open areas such as playing fields, cemeteries, allotments, orchards and natural habitats, which abut both the built form and the adjoining countryside.

- Farmyards and associated agricultural buildings that abut both the built form and the adjoining countryside.
- “Fingers” of agricultural land, woodland, meadow, areas of water and natural habitats that penetrate the built form.

5.18 However, it will incorporate an element of flexibility, to permit further small-scale expansion of a size commensurate with the scale and character of the settlement, the level of services there, and the potential impact on its setting and character. This could include, where considered appropriate:

- Large residential gardens, curtilages and gaps fronting a highway.

5.19 The Council aims to prevent sporadic development in the countryside, and to concentrate on focusing development within development boundaries. There may be occasions where the infilling of small gaps within a cohesive group of houses is acceptable. This may also contribute to and strengthen the local area. Therefore where opportunities are still extremely limited, there may be the possibility of some infill development in surrounding ‘clusters’ of houses outside the development boundaries which are close to these more sustainable settlements. An Infill development may be classified as:

- A small gap in a group of houses capable of accommodating no more than 5 dwelling units.
- The filling of a small gap of comparable scale, character and size to surrounding properties.
- A small gap between a continuous line of built up residential frontage.
- An infill housing plot is not classified as being at the end of a line of dwellings which would lead to ribbon development.

5.20 The Council is not intending to “allocate” infill plots (under 5 units). We intend to only “allocate” sites capable of accommodating 5 or more dwelling units therefore infill proposals for less than 5 dwelling units will not be allocated.

Question 5

Do you think that the current Development Boundaries set out in the Kings Lynn and West Norfolk Local Plan should remain as they are?

If you think that a Development Boundary should be amended please complete the Site Proposal Form and provide a map showing your proposed amendments. Please explain your reasons.

Question 6

Do you agree that on occasions where there is a specific need some infill development within a cohesive group of houses outside the development boundary but within close proximity to more sustainable settlements is acceptable?

6 What we would like you to do now

Comment on the Issues/Principles

6.1 If you would **like to comment on issues and principles raised in this consultation** document please respond in writing or by completing an online form.

Bring Sites to our Attention

6.2 If you would like to suggest a site allocation proposal of your own, please complete the site proposal form in **Appendix 2** and provide a map which clearly shows the extent of the site being proposed.

6.3 If you are having difficulties in providing a map base the Council offers a map printing service. There is a cost involved with this service the prices include VAT, the Ordnance Survey royalty fee and administration/printing costs.

6.4 For further information about planning maps please speak to the Geographic Information Officer on 01553 616200.

7 How to respond

7.1 The Council will seek to involve local people, businesses and organisations at every stage of the process. You will have the chance of a real say in how the documents progress. The formal consultation period lasts for six weeks, **Friday 15 May 2009 to Friday 26 June 2009**, however this is only part of the consultation process and you will have other opportunities to influence the document leading up to its adoption.

7.2 We will consult statutory bodies as well as interested local individuals and groups. Our [Borough Council of King's Lynn & West Norfolk Statement of Community Involvement](http://www.west-norfolk.gov.uk/pdf/Full1.pdf) (<http://www.west-norfolk.gov.uk/pdf/Full1.pdf>) which is available to view on our website, outlines the bodies concerned and our approach.

7.3 This document is also available in the following locations:

- King's Lynn & West Norfolk Borough Council Offices, King's Court, Chapel Street, King's Lynn, Norfolk during normal office hours. Monday - Thursday 8.45am - 5.15pm, Friday 8.45am - 4.45pm.
- King's Lynn & West Norfolk Borough Council Hunstanton Offices, Valentine Road, Hunstanton, Norfolk during normal office hours. Monday - Thursday 8.45am - 5.15pm, Friday 8.45am - 4.45pm.
- King's Lynn & West Norfolk Borough Council Downham Market Offices, Priory Road, Downham Market, Norfolk during normal office hours. Monday - Thursday 8.45am - 5.15pm, Friday 8.45am - 4.45pm.
- King's Lynn Central Library (For opening hours telephone 01553 772568)
- Gaywood Library (For opening hours telephone 01553 768498)
- Hunstanton Library (For opening hours telephone 01485 532280)
- Dersingham Library (For opening hours telephone 01485 540181)
- Downham Market Library (For opening hours telephone 01366 383073)

7.4 We want as many people as possible to be involved in this process so we will also publish this document on our website, along with advice on where and when paper copies were available for inspection. We would encourage the use of our electronic consultation package for responses to the document. We will place advertisements in the local press and produce a summary in the Local Development Framework newsletter. We will also hold a series of exhibitions throughout the Borough and brief Town and Parish Councils and produce a summary note for convenience.

7.5 Ways to Respond

- **The fastest and easiest way to comment** upon this document is to use the Council's online consultation system for the document available at:
<http://consult.west-norfolk.gov.uk>
where you will also be able to view comments already submitted and validated.

- Via email to **LDF@west-norfolk.gov.uk** attaching your document in **Word or plain text format**.
- Should you wish to submit your comments via post then comments must be made in accordance with the forms attached in **Appendix 2** and sent to:
Development Services
The LDF Team
Borough Council of King's Lynn & West Norfolk
Kings Court
Chapel Street
Kings Lynn
Norfolk
PE30 1EX
- Should you wish to submit your comments by letter or email then it is **essential that these are structured and brief with the paragraph or issue to which they relate clearly indicated**. Any that are not clearly set out may be returned with a form or forms and a request that the comments be resubmitted.
- Or alternatively please hand to a member of staff at our Council Information Centre in our Council Offices or one of our LDF consultation events, the details of which can be found at:
www.west-norfolk.gov.uk.

7.6 *The closing date is at midnight on Friday 26 June 2009 .*

8 What Happens Next

8.1 The Council will undertake an analysis of the question responses and any site submissions. The Council will also need to bear in mind any responses to the Core Strategy Regulation 25 consultation given the relationship to this document. It will then be possible for the Council to refine any issues and move towards publication and consultation of the next stages in the Site Specific document. This will include presenting a Proposals Map showing the Council's preferred sites for development as well as a schedule of rejected sites – both will be supported by policy justification.

Appendix 1 - Settlement Hierarchy

Policy Approach

Settlement Hierarchy of King's Lynn & West Norfolk

Policy 2

East of England Plan focuses growth on King's Lynn as a Key Centre for Development and Change, with lower levels of growth in the other towns and Key Service Centres. In rural areas it is also appropriate to identify smaller villages for growth where there is a local need.

Significant scale development will be located within King's Lynn, Hunstanton and Downham Market.

Sub-Regional centre

Kings Lynn town and the adjacent built up area.

In King's Lynn, it is important to strengthen the town's role as a sub-regional retail centre, enhancing the retail function alongside tourist facilities and leisure development, in accordance with the Town Centres Study.

Main Towns

Downham Market and Hunstanton.

In Downham Market and Hunstanton, the focus will be on maintaining and enhancing the roles of the towns providing essential convenience, service and tourist facilities in accordance with the Town Centres Study. Promoting and enhancing the existing offer of each centre and supporting opportunities for redevelopment and continued investment.

Wisbech does make a significant contribution to the provision of services and facilities enjoyed by residents in the west of the Borough. There seems to be an opportunity to take advantage of this provision and extend the town eastwards

Rural Areas

Local shops, post offices and services will be protected to retain the local character and sustainability of settlements (See Policy 7).

Key Service Centres

Key Service Centres have been identified by a settlement hierarchy as suitable for accommodating higher levels of development, which will help to sustain the wider rural community. These Service Centres were selected on the basis of presence of a primary school, healthcare facilities, a range of services that can meet basic day-to-day needs, and a level of public transport that can enable access to and from the settlement. Points were scored according to the presence of these criteria. The thresholds for each settlement category based on this point scoring system are shown below under each heading.

NOTE: 7 or more points: *To qualify as a 'Key Service Centre', the settlement must firstly include a school, as village schools are considered core facilities which play an important role in promoting and supporting a sense of community. Additionally, a convenience store should be present, preferably a doctors' surgery (though villages without these will be considered if scoring sufficient points), and a travel to work public transport service should be in operation. This is an important consideration in order to meet national policy objectives or promoting accessibility to jobs, shopping, leisure facilities and services, and reducing the need to travel, especially by car.*

Local scale development will be concentrated in identified Key Service Centres. This will include new housing, employment and retail development.

Rural Villages

Rural villages have a limited but locally important role. Smaller scale development will be considered in these locations to help sustain existing services. This should be appropriate to meet the needs of the village and its surroundings. These settlements may see some limited growth, which will help support surrounding rural areas (e.g. some small-scale infilling or affordable housing).

NOTE: Between 4- 6 points: *Fewer facilities are present compared to those in the Key Service Centres, with the settlement having little or no convenience shopping, an infrequent bus service and, in most cases, will feed into larger villages.*

Smaller Villages or Hamlets

Development in the will be limited to specific identified needs.

NOTE: Less than 4 points: *These are villages with little or no services. In most cases no school, bus service or local convenience store will be present.*

Key Service Centre	Rural Villages	Smaller Villages or Hamlets
Brancaster	Burnham Overy Staithe	Anmer
Brancaster Staithe/ Burnham Deepdale	Burnham Thorpe	Ashwicken
Burnham Market	Castle Rising	Bagthorpe with Barmer
Castle Acre	Denver	Barroway Drove
Clenchwarton	East Winch	Barton Bendish
Dersingham	Fincham	Barwick
Docking	Great Bircham / Bircham Tofts	Bawsey
East Rudham	Harpley	Bircham Newton
Emneth	Hillington	Boughton
Feltwell	Ingoldisthorpe	Brookville
Gayton	Marshland St James	Burnham Norton
Great Massingham	Middleton	Burnham Overy Town
Grimston	North Creake	Choseley
Heacham	Northwold	Congham
Hilgay	Pott Row	Crimplesham
Hockwold Cum Wilton	Roydon	East Walton
Marham	Saddlebow	Fritcham Cum Appleton
Methwold	Sedgeford	Fordham
North Wootton	Shouldham	Fring
Old Hunstanton	St Johns Fen End / Tilney Fen End	Gayton Thorpe

Key Service Centre	Rural Villages	Smaller Villages or Hamlets
Outwell	Stow Bardolph	Hay Green
Snettisham	Stow Bridge	Holme next the Sea
South Wootton	Syderstone	Houghton
Southery	Thornham	Lakesend
Stoke Ferry	Three Holes	Leziate
Terrington St Clement	Tilney All Saints	Little Massingham
Terrington St John	Walpole Cross Keys	Methwold Hythe
Tilney St Lawrence/ St Johns Highway	Walpole Highway	Nordelph
Upwell	Walpole St Andrew/ Walpole St Peter	North Runcton
Walsoken	Welney	Pentney
Watlington	Wereham	Ringstead
West Walton/ West Walton Highway	West Newton	Runcton Holme
West Winch	West Rudham	Ryston
Wiggenhall St Germans	Wiggenhall St Mary Magdalen	Salters Lode
	Wimbotsham	Setchey
		Sherbourne
		Shouldham Thorpe
		South Creake
		Stanhoe
		Ten Mile Bank
		Tilney Cum Islington
		Tilney High End

Key Service Centre	Rural Villages	Smaller Villages or Hamlets
		Titchwell
		Tottenhill
		Tottenhill Row
		Walpole Marsh
		West Acre
		West Bilney
		West Dereham
		West Winch Mill
		Whittington
		Wiggenhall St Mary the Virgin
		Wolferton
		Wormegay
		Wretton

In the settlements where growth is suggested, the accommodation of this development would still be dependent on the availability of sites taking into account issues such as flood risk. These implications will be considered further during the preparation of the Core Strategy, the Strategic Housing Land Availability Assessment documents and sites identified in the Site Specific Policies and Allocations DPD.

Source: Consultation version Core Strategy February 2009

Appendix 2 - Site Proposal Form

Local Development Framework (LDF)

Please complete this form to propose sites for consideration in the Site Allocations & Policies Development Plan Document and if you need to provide further details complete an additional sheet.

Contact Details

Name:	
Company:	
Address:	
Postcode:	
Telephone:	
Email:	

Site Details

Site Address:	
Postcode:	

Site Area (hectares):	
<i>Please note that the size threshold for a site to be considered for allocation is 0.1 hectares</i>	

Question 1

Site Ownership

What is your interest in the site?

Landowner		Agent		Planning Consultant	
Other <i>(please specify)</i>					

Name:	
Company:	
Address:	
Postcode:	
Telephone:	
Email:	

Site Plan

Please attach a plan showing the exact location of the site with the site boundary clearly marked.

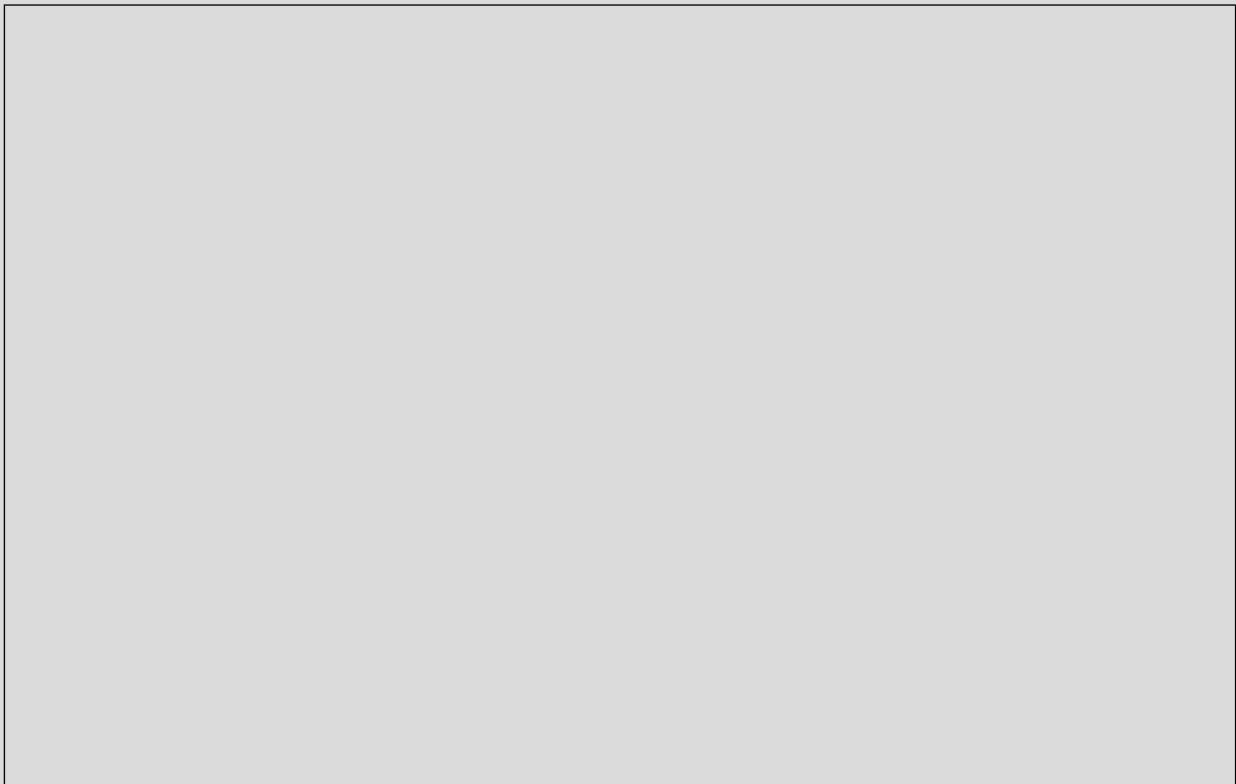
Note that the Borough council is unable to consider a site without the submission of a clear site plan.

If you already have a site registered with us please just quote the reference number.

Question 2

Constraints

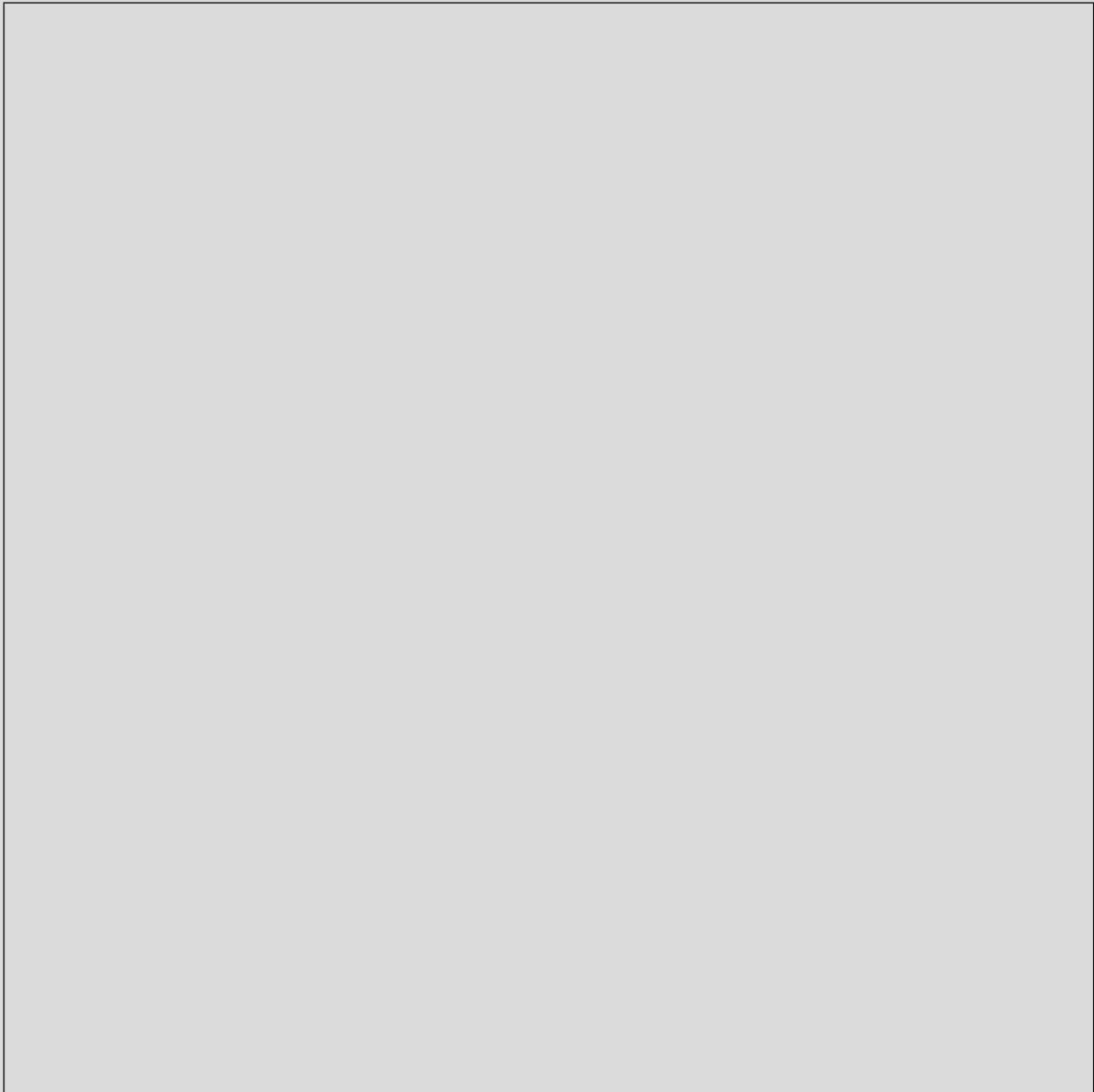
Are there any physical or environmental constraints? (e.g. Contamination, access, flooding or sewers)



Question 3

Availability

Are there any land ownership constraints? *(e.g. Tenancies, rights of way, multiple ownership or covenants):*



Question 4

Current Land Use

Please identify the current or last known land use(s) on the site:

--

Please indicate if you would like to retain the existing land use for the site:

Yes	<input type="checkbox"/>	<i>Please go to and complete the Supporting Statement section of the form</i>
No	<input type="checkbox"/>	<i>Please complete all remaining sections of the form</i>

Development Opportunities

Please indicate your proposed use(s) for the site and provide further details if known:
For mixed use sites please tick all applicable uses .

Housing	
<i>Estimated number of dwellings:</i>	
<i>Proposed type & mix of dwellings:</i>	

Employment	
<i>Use Class (e.g. B2 general industry):</i>	
<i>Estimated amount of new floorspace (sq m):</i>	
<i>Estimated number of jobs created:</i>	

Retail	
<i>Use Class (e.g. A3 restaurant):</i>	
<i>Estimated amount of new floorspace (sq m):</i>	
<i>Estimated number of jobs created:</i>	

Leisure	
<i>Type of Leisure facility (e.g. sports hall):</i>	
<i>Estimated amount of new floorspace (sq m):</i>	
<i>Estimated number of jobs created:</i>	

Community and Health facility	
<i>Type of facility (e.g. Health centre):</i>	
<i>Estimated amount of floorspace (sq m):</i>	
<i>Estimated number of jobs created:</i>	

Other	
<i>Please specify:</i>	

Question 5

Likely Timeframe for Development

When is the site likely to be available for Development?

Please tick one box only

Within next 5 years <i>(2009 - 2011)</i>		In 6 - 10 years <i>(2015 - 2019)</i>		In 11 - 18 years <i>(2020 - 2027)</i>	
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Supporting Statement

Please write a brief supporting statement outlining how the retention or development of this site will help achieve the Vision for Places set out in the King's Lynn and West Norfolk Core Strategy Regulation 25 (February 2009)



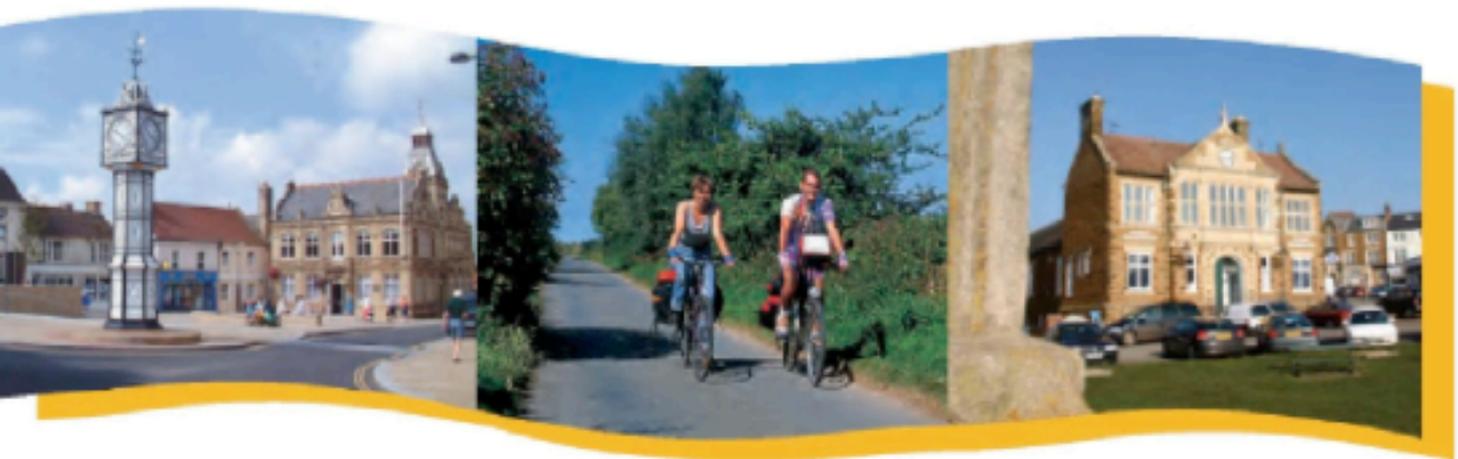
Please check that you have completed all the relevant sections and then refer to Section 7 - How to Respond

**Development Services
The LDF Team
Borough Council of King's Lynn & West Norfolk**

Borough Council of
**King's Lynn &
West Norfolk**



Site Allocations & Policies Development Plan Document
Local Development Framework
King's Lynn & West Norfolk Development Services
May 2009



If you would like this document in large print, audio, Braille, alternative format or in a different language, please contact us at the address below and we will do our best to help.

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